

16 – 19 Bursary Fund Statement

The 16 to 19 Bursary Fund is designed to help support young people facing barriers to continuing in Post 16 Education or training, provided they meet the eligibility criteria and the agreed standards of attendance and behaviour. The 16-19 Bursary Fund is available to support students who have genuine financial difficulties that might prevent them continuing in education, rather than acting as an incentive for attendance. To be eligible to receive a 16-19 Bursary the young person must be aged 16 or over but under 19 on their start date. Where a young person turns 19 during their programme of study, they can continue to be supported to the end of the academic year in which they turn 19, or to the end of the programme of study, whichever is sooner. Students should also meet the residency criteria for post-16 provision.

Those experiencing financial disadvantages relating to course-related costs should be supported using the 16-19 Discretionary Bursary Fund. All Saints Catholic High School receives an annual allocation from the 16-19 Discretionary Bursary Fund via the Education and Skills Funding Agency (ESFA). Once these funds have been awarded to eligible pupils there is no guarantee that further funding will be available to support learners during the academic year.

The 16 –19 Bursary Fund has two elements:

Category One: Vulnerable Bursary

A Bursary of up to £1,200 a year can be awarded via Application to the Learner Support Service if a course lasts for 30 weeks (£40 per week if less than 30 weeks) to:

- Young people in care, care leavers (in care for a minimum of 3 months since the age of 14).
- Young people who receive Universal Credit (UC), Income Support (IS), Employment and Support Allowance (ESA), Disability Living Allowance (DLA), Personal Independence Payments (PIP) - in their own name.

Please note that current guidance for schools' states:

"Students should only receive the amount they actually need to participate, and institutions must not automatically award students £1,200 if they do not need the full amount. Institutions may decide that although a young person may be eligible for a bursary because they are in one or more of the defined vulnerable groups, they do not have any actual financial need. This might be because their financial needs are already met and/or because they have no relevant costs. Institutions can refuse a student's application on this basis. Equally, institutions can pay a bursary to a vulnerable group student of more than £1,200 if they assess they need extra help to remain in education. Any payments over £1,200 must be paid from their discretionary bursary allocation or from their own funds. If paid from discretionary bursary, all the eligibility criteria and usual assessment processes must be met and followed".

Payments where possible will be in kind and can include travel passes/vouchers, required books and required course equipment.

Young People in Care

For students who are classed as young people in care in category 1, a Bursary of up to £1,200 a year can be awarded. The exact financial need will be identified through the Personal Education Plan process for young people in care.

In relation to young people in care, the above information and guidance will be shared with them in their Personal Educational Plan (PEP) meetings in Year 11 and at the start of Year 12. This is so that they and their support team are aware of how this system works at the school. In term 1 of Year 12 and Year 13 the student will have their first PEP of the academic year with relevant staff and their educational costs and needs will be discussed and established and the amount to be paid will be agreed and also how it will be distributed.

Category 2: Discretionary Bursary

The school is able to use its discretion to make awards to students in ways that best suit their individual needs and circumstances. Bursary awards are targeted towards those young people who face financial barriers to participation in education; such as the costs of transport, meals, books, equipment and extraordinary course fees.

The school has agreed a set of priorities to identify students eligible to receive assistance through the discretionary bursary scheme in the following categories:

1. Students who are eligible to receive a free school meal.
2. Students facing financial barriers to participation in Post 16 educational activities can receive support tailored to individual needs. Appropriate evidence would be required and would usually be in the form of proof of household income or benefit payment.
3. Students who have been affected by a sudden, exceptional change in financial circumstances.
4. Number of dependent children in the household.

Students who meet the criteria to be considered under Category 2 can be allocated discretionary funding to assist with the costs of:

- Travel Costs associated with accessing learning
- Course equipment and materials (including IT equipment)
- Books and stationery
- Travel for University interviews and open days and UCAS registration fees
- Other course related costs

Awards from the Bursary Fund are made up of payments in kind. Payments made from the Bursary Fund will be subject to the student meeting expected attendance and behaviour requirements. Any awards considered under Category 2 will be determined by the student's individual circumstances. Please note, however, that there is a limited amount of funding available, therefore, awards are subject to the availability of funding.

Payments towards educational activity, materials and equipment will be made directly to the organiser / supplier where possible. In some cases, students are allowed to make purchases for educational reasons, providing they have been authorised by the Leader of Sixth Form and the receipt should be handed into the Sixth Form Office for reimbursement.

For full details please visit the government website:

<https://www.gov.uk/1619-bursary-fund>

Please return completed application form and documents to Mrs Broadhurst or Mrs Voyse